



CANNON BUILDING  
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**STATE OF DELAWARE**  
**BOARD OF PROFESSIONAL LAND SURVEYORS**

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MEETING MINUTES:	<b>BOARD OF PROFESSIONAL LAND SURVEYORS</b>
DATE AND TIME:	<b>May 21, 2015 at 8:30 a.m.</b>
PLACE:	861 Silver Lake Boulevard, Dover, Delaware <b>Conference Room A</b> , second floor of the Cannon Building
APPROVED:	<b>June 18, 2015</b>

**MEMBERS PRESENT**

James Bielicki, Jr., Professional Member, Chairman  
Franco R. Bellafante, Professional Member, Vice-Chair  
Charles Adams, Jr., Professional Member  
Kelly Katz, Professional Member  
Carla Cassell-Carter, Public Member

**DIVISION STAFF**

Amanda McAtee, Administrative Specialist II  
Kevin Maloney, Deputy Attorney General  
David Mangler, Division Director (8:35 a.m. – 8:43 a.m.)

**MEMBERS ABSENT**

Rhonda West, Public Member, Secretary

**PUBLIC**

None

**CALL TO ORDER**

Mr. Bielicki called the meeting to order at 8:35 a.m.

Mr. Mangler provided the Board an update on their legislative bill regarding a possible amendment to Title 25, Chapter 3 regarding survey requirements for conveyances and inactive status. Mr. Mangler stated that he had moved the bill forward and it was sent back to him. The placement of the requirement regarding survey requirements for conveyances in the statute had come into question. There was not disagreement for the requirement however; the placement should probably not be in this Board's statute. Mr. Mangler stated that it boiled down to the purpose of this board which was to regulate the profession of land surveying. If a home owner or real estate agent did not comply with the conveyance requirement this board would have no authority to discipline them. The proposed law change to require conveyances would be appropriate somewhere else. Mr. Mangler stated that the board should do some homework to see where the appropriate placement would be.

Mr. Mangler stated that the conveyance piece was lifted from their bill so that the inactive status portion could move forward.

**Rules and Regulations Hearing 8:30 a.m. – Automatic Approval of PDHs Offered by State Surveying Societies and to clarify the statutory definition of “responsible charge”**

**BOARD PRESENT:** James Bielicki, Jr., Franco R. Bellafante, Charles Adams, Jr., Kelly Katz, Carla Cassell-Carter

**PUBLIC PRESENT:** None

**PURPOSE:** The Delaware Board of Professional Land Surveyors, in accordance with 24 Del.C. §2706(a)(1), has proposed revisions to its rules and regulations. The proposed revisions to the Rules and Regulations are intended to automatically approve, for continuing education credit, courses sponsored or offered by other states' surveying societies and to clarify the statutory definition of “responsible charge.”

**PRESIDING:** James Bielicki, Jr., Professional Member, Chairman

**DIVISION STAFF:** Amanda McAtee, Administrative Specialist II

**BOARD COUNSEL:** Kevin Maloney, Deputy Attorney General

The hearing began at 8:45 a.m. Mr. Maloney stated that the purpose of the hearing was to receive public comment regarding the Board's proposed changes to their Rules and Regulations. Mr. Maloney advised that the notification of the public hearing was published in the Register of Regulations on February 1, 2015 and April 1, 2015 and two Delaware newspapers on May 1, 2015. Mr. Maloney marked the News Journal affidavit of publication as Board exhibit one and the State News affidavit of publication as Board exhibit two.

Mr. Maloney confirmed that no public comment had been received by the Board office and no members of the public were present at the hearing. With there being no public comment, Mr. Maloney advised the Board that the public would have an additional fifteen days after the hearing date to make comments. The Board would deliberate on any public comments received at its next Board meeting on June 18, 2015.

The hearing adjourned at 8:47 a.m.

**Review and Approval of Minutes**  
**Board Meeting Minutes – April 16, 2015**

Mr. Katz made a motion, seconded by Mr. Bellafante, to approve the April 16, 2015 minutes. By unanimous vote the motion carried.

**Unfinished Business**  
**Complaint Status – None**

**NEW BUSINESS**

**Courses for Personal Development Hours Approval**

Civil Training LLC

Working with Points in AutoCAD Civil 3D, 4 PDHs (classroom)

From Data Capture to Topo-Techniques & Best Practices for DTM, 4 PDHs (classroom)

Mr. Katz reviewed the courses from Civil Training. Mr. Katz made a motion, seconded by Mr. Bellafante, for approve the courses as submitted. By unanimous vote the motion carried.

**Review of Application for Licensure by Reciprocity**

Fred Staz, New York

Mr. Bellafante reviewed the reciprocity application of Fred Staz. Mr. Bellafante stated that his license expired on April 30, 2015. Ms. McAtee accessed the State of New York licensure verification system and discovered that his license was currently inactive. After review, Mr. Bellafante made a motion, seconded by Mr. Katz, to approve the reciprocity application of Fred Staz contingent upon providing proof of an active license in the State of New York and a passing score on the State drainage and jurisprudence exam. By unanimous vote the motion carried.

**OTHER BUSINESS BEFORE THE BOARD (FOR DISCUSSION ONLY)**

Ms. McAtee stated that the NCEES annual meeting would be held in Williamsburg, Virginia and requested that any interested board members let her know if they would like to attend and that funding was available through NCEES for the meeting.

**PUBLIC COMMENT**

None

**NEXT MEETING**

The next meeting of the Board is June 18, 2015 at 8:30 a.m. in Conference Room A, second floor of the Cannon Building, 861 Silver Lake Boulevard, Dover, Delaware.

**ADJOURNMENT**

There being no further business before the Board, Mr. Katz made a motion, seconded by Ms. Cassell-Carter, to adjourn the meeting at 9: a.m. By unanimous vote, the motion carried.

Respectfully Submitted,



Amanda McAtee  
Administrative Specialist II

*The notes of this meeting are not intended to be a verbatim record of the topics that were presented or discussed. They are for the use of the Board members and the public in supplementing their personal notes and recall for presentations.*